



City of Appleton

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Date October 9, 2020

Honorable Mayor Dan L. Tosel and Members of the Appleton City Council

RE: Transaction Summary, September 1st, 2020 - September 30th, 2020

Mayor and Council:

Please see the following summary of last month's transaction history which includes: total revenues, total expenditures, and a balance of the City's accounts.

Fund Balances

The Unrestricted General Fund Balance is \$1,857,784.17 and the Restricted Fund Balance is \$977,861.41, for a total balance of \$2,835,645.58.

Accounts Payable Transactions

During the month of September 2020, the City processed 334 invoices total \$473,586.36.

Checkbook Disbursements

During the month of September 2020, the City disbursed a total amount of \$568,618.19 from its checkbook in the following manner:

Transaction Type	Dollar Amount
Motor Vehicle monies to state	\$ 34,191.08
DNR monies to state	\$ 219.90
Payroll Checks	\$ 48,002.47
FedWSSMedicare	\$ 12,468.86
StateW	\$ 2,149.67
PERA	\$ 11,408.97
Approved Inv Payments	\$ 349,891.97 107 checks/216 invoices
ACH(auto pays)	\$ 105,285.27 93 transact/100 invoices
to WWTP Money Market	\$ 5,000.00

City Purchasing Policy Reporting

Invoices paid in amounts greater than the \$5,000 prescribed by the City's purchase policy only occur if charges are contractual in nature or as a result of payroll responsibilities:

Liquor sales tax payment - Liquor	\$ 6,964.00
Payroll and Health Insurance -	\$ 68,573.47
Otter Tail Power Co - WWTP	\$ 8,074.67
Approved payments - COVID grants totaling \$74,853.72, Bituminous Paving \$8,840.06, Dakota Pump \$7,390.00, Mid-American Research Chemical \$6,621.94, Dell Marketing \$8,527.95, Guardian Fleet Safety \$13,478.27, Master Medical Equipment \$9,800.00	

Contractual Services - Apex Engineering Group \$99,984.60, ServiceMaster \$8,180.72, Mattheisen Disposal \$5,720.00, John Deere Financial \$37,147.80

Checkbook Deposits

During the month of September 2020, the City received deposits total \$557,350.38 from the following:

<i>Deputy Registrar</i>	<i>\$ 36,242.98</i>
<i>General</i>	<i>\$ 104,160.35</i>
<i>WSG</i>	<i>\$ 54,601.09</i>
<i>Liquor</i>	<i>\$ 62,345.96</i>
<i>Transfers from Savings/Money Markets</i>	<i>\$ 300,000.00</i>

Respectfully Submitted,



Lizabeth Gades

Appleton Accounting Officer